



*Office of the CIO*  
**Project Management Office**

## **Small Agency Council PM Committee** 2007 Meeting Schedule

### **Meeting Frequency**

Meetings will be held from 10:30- 12:00 every six weeks (more or less), falling on either the 1<sup>st</sup> or 3<sup>rd</sup> week of the month.

### **Meeting Format**

The first 20 minutes of each meeting will be devoted to covering PM Light – how the hosting agency addresses Project Management in terms of performance measures, project classification and prioritization, and any CPIC considerations.

The remaining 70 minutes will cover the topic area designated. If you are hosting and do not have expertise in the area of focus, it is your responsibility to find appropriate speakers to address the topic at hand.

### **Schedule**

#### **March 19**

**Hosted by:** Bill Carroll and Doug Brown, SEC

**Location:** Union Station – more details to follow

**Topic:** Tools – Part 2 / Contracting

#### **April 30**

**Hosted by:** Stan Lowe, FTC

**Location:** TBD

**Topic:** CPIC, Project Prioritization

#### **June 11**

**Hosted by:** Tracy Soforenko, CNCS

**Location:** TBD

**Topic:** Staff Development

#### **July 16**

**Hosted by:** Laureen Daly, DHS - Office of Grants and Training

**Location:** TBD

**Topic:** Project Prioritization

#### **August 20**

**Hosted by:** Sharon McClary, Commodity Futures Trading Commission

**Location:** TBD

**Topic:** ITIL

#### **October 1**

**Hosted by:** Marilyn Collins, National Labor Relations Board

**Location:** TBD

**Topic:** TBD

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### **November 19**

**Hosted by:** Larry Swiader, Holocaust Museum

**Location:** TBD

**Topic:** TBD

## 2007

January 07						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 07						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 07						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 07						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 07						
M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 07						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 07						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 07						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September 07						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 07						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 07						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 07						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						